

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, NOVEMBER 7, 2002  
8:15 A.M.**

Commissioners Present: Bob Workman, Chair  
Kathy Campbell  
Larry Hudkins  
Ray Stevens

Commissioners Absent: Bernie Heier, Vice Chair

Others Present: Deb Schorr, District 3 Commissioner-Elect  
Kerry Eagan, Chief Administrative Officer  
Gwen Thorpe, Deputy Chief Administrative Officer  
Dave Johnson, Deputy County Attorney  
Bruce Medcalf, County Clerk  
Trish Owen, Chief Deputy County Clerk  
Ann Taylor, County Clerk's Office

The Staff Meeting was called to order at 8:20 a.m.

**AGENDA ITEM**

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, OCTOBER 31, 2002**

**MOTION:** Stevens moved and Campbell seconded approval of the Staff Meeting minutes of October 31, 2002. Stevens, Campbell and Workman voted aye. Hudkins was absent from voting. Motion carried.

**2 ADDITIONS TO THE AGENDA**

- A. County Telephone Summary
- B. Insurance Rider for the Community Mental Health Center
- C. Replacement of Hot Water Heater for Corrections
- D. Professional Development Luncheon
- E. Chaplaincy Program
- F. Representation at Region V Meeting
- G. Meetings with the Mayor

**MOTION:** Campbell moved and Stevens seconded approval of the additions to the agenda. Stevens, Campbell and Workman voted aye. Hudkins was absent from voting. Motion carried.

Hudkins arrived at 8:22 a.m.

### **ADDITIONS TO THE AGENDA**

#### **A. County Telephone Summary**

The Board directed Cori Beattie, County Board Administrative Secretary, to prepare a summary, when she has time available.

#### **B. Insurance Rider for the Community Mental Health Center**

Sue Eckley, Workers' Compensation & Risk Management Manager, appeared and reported on Union Insurance's offer of a reporting endorsement (\$13,000 for one year only) for the claims made contract that expired September, 2002 (Exhibit A). She said she does not believe the coverage is needed and recommended against purchasing the reporting endorsement.

**MOTION:** Campbell moved and Hudkins seconded to accept the recommendation and to not exercise the option brought forward by Union Insurance. Stevens, Campbell, Workman and Hudkins voted aye. Motion carried.

#### **C. Replacement of Hot Water Heater for Corrections**

Kerry Eagan, Chief Administrative Officer, said Corrections has requested authorization to spend \$14,000 (unit price quotation) out of the repairs budget for replacement of the jail kitchen's hot water heater (Exhibit B).

Workman said a bank of high recovery units may be a less costly solution.

#### **D. Professional Development Luncheon**

Eagan said the County has been asked to sponsor a Professional Development Luncheon in December, 2002 or January, 2003 (Exhibit C).

The Board requested additional information regarding the cost and a list of potential speakers.

### **3 COMMISSIONER MEETING REPORTS**

#### **A. Ecological Advisory Committee - Campbell**

Eagan said a report was given on the drought. Plans to seek a \$1.3 million grant for saline wetland preservation and purchase of property rights were also discussed.

#### **B. Floodplain Task Force - Heier**

No report.

- C. Lincoln Partnership for Economic Development (LPED) Investors - Workman

No report.

- D. Public Building Commission - Campbell, Hudkins

Hudkins said the parking lot deal and telephone system and space heater policy were discussed.

**4 POTENTIAL LITIGATION** - Don Thomas, County Engineer; Dave Johnson, Deputy County Attorney

**MOTION:** Campbell moved and Hudkins seconded to enter Executive Session at 8:34 a.m. for discussion of potential litigation. Stevens, Campbell, Workman and Hudkins voted aye. Motion carried.

**MOTION:** Hudkins moved and Stevens seconded to exit Executive Session at 8:52 a.m. Hudkins, Workman, Campbell and Stevens voted aye. Motion carried.

**ADDITIONS TO THE AGENDA**

- E. Chaplaincy Program

Eagan distributed a request from Corrections to expend \$3,000 of the Inmate Benefit Funds to support the Chaplaincy Program (Exhibit D).

- F. Representation at Region V Meeting

**MOTION:** Hudkins moved and Campbell seconded to: 1) Authorize Bob Workman, Chair, to represent Lancaster County at the Region V meeting; 2) Ask Kit Boesch, Human Services Administrator, to attend the meeting as support staff; and 3) Request that Lancaster County be given a seat on the Executive Board. Stevens, Campbell, Workman and Hudkins voted aye. Motion carried.

- G. Meetings with the Mayor

Hudkins and Stevens will represent the Board at the Monthly Meeting with the Mayor (Chair and Vice Chair will be unavailable) and at a meeting Mayor Wesely has scheduled with representatives of the Lancaster County Agricultural Society.

**5 LEGISLATIVE UPDATE** - Gordon Kissel, Legislative Consultant; Amy Prenda, Director of Legal Research and Analysis for Kissel/E&S Associates

Gordon Kissel, Legislative Consultant, reported on the start of the Nebraska Legislature's Special Session, noting the following:

- \* Senator Thompson has drafted a bill on the County Purchasing Act and has included Lancaster County's issue.
- \* Senator Raikes is willing to again sponsor legislation addressing building permits for residences on farmsteads.

Kissel said Amy Prenda, Director of Legal Research and Analysis for Kissel/E&S Associates, will be contacting department heads on a regular basis regarding legislative interests. Lancaster County Senators will also be contacted on a bi-weekly basis.

Eagan distributed Lancaster County Legislative Proposals, 2003 Legislative Session (Exhibit E).

Kissel asked that the County prioritize the proposals, noting indications at the Management Team Retreat that legislation relating to building permits for residences on farmsteads, the County Purchasing Act and payment in advance of services on state contracts are key.

Workman asked whether the ability of local government to pay for labor versus comparability should be considered a priority issue.

Campbell said this will be a contentious issue and recommended further research of the issue.

Eagan suggested looking at roadhouse legislation and seeking the same powers that cities have with regard to regulation of nudity in bars.

Campbell suggested that the County also contact Senators that have carried bills for Lancaster County for their assessment of whether bills should be re-introduced.

Workman said the Nebraska Association of County Officials (NACO) Legislative Committee is scheduled to meet December 3, 2002 and said Board members will also be receiving a list of their legislative proposals.

Hudkins noted that the NACO Treasurer's Association plans to seek legislation to delay tax auctions for one year to allow counties to retain the accrued interest.

Eagan reported on a legislative meeting held November 6, 2002 with representatives of the City, University of Nebraska at Lincoln (UNL), Lincoln Public Schools (LPS) and Lower Platte South Natural Resources District (NRD). He said key issues for the City are infrastructure financing, gas tax, lid relief and unfunded mandates.

Campbell said the Transportation for Nebraska's Future Task Force is behind schedule and its report and legislative proposal will not be ready by the start of the 2003 Legislative Session. She said this is important in terms of the City's gas tax proposal.

Hudkins concurred and said he would be reluctant to take any position on transportation until the task force's report is released.

The Board scheduled a Staff Meeting on Tuesday, November 26, 2002, immediately following the Board of Commissioners Meeting, to discuss legislative issues.

Stevens suggested that the Lancaster County Senators be scheduled, on an individual basis, on future Staff Meeting agendas to discuss legislative issues.

Campbell said the timing may be a problem for the senators.

Workman said the Lincoln Chamber of Commerce has expressed interest in participating in legislative efforts and suggested that the ability to pay versus comparability may be an appropriate issue for their involvement.

**6 JUVENILE ASSESSMENT CENTER; SALARY FOR JUVENILE MENTAL HEALTH DIRECTOR** - Sheryl Schrepf, Juvenile Mental Health Director; Gus Hitz, Youth Assessment Center Director; Dennis Banks, Lancaster County Juvenile Detention Center Director

**Juvenile Assessment Center**

Sheryl Schrepf, Juvenile Mental Health Director, said Commissioner Heier is not comfortable with having the Assessment Center under the Office of Juvenile Mental Health. She said the issue involves the Assessment Center's detention related work, which she said the Families First & Foremost (F<sup>3</sup>) Grant Program cannot fund ongoing. Schrepf reviewed Lancaster County Assessment Center Responsibilities (Exhibit F). She said secure mental health assessments are now Medicaid eligible, which will bring in revenue to the Assessment Center and said there is also a recommendation from the Juvenile Justice Review Committee to delegate \$150,000 to \$200,000 in Nebraska Crime Commission funding to the Assessment Center.

Gus Hitz, Youth Assessment Center Director, said he would like to see both juvenile justice and System of Care functions continue.

Schrepf said Commissioner Heier was concerned that youth in detention were "taking a back seat" to Integrated Care Coordination Unit (ICCU) youth. She said the Juvenile Detention Expediter had reported that youth were waiting in detention for 15-20 days for evaluation. A review of the records for the Office of Juvenile Services (OJS) youth revealed that only one had been there for a lengthy period of time (30 days), due to a provider problem. The remainder had been detained for 8-9 days.

In response to a question from Workman, Dennis Banks, Lancaster County Juvenile Detention Center Director, said the focus is dependent upon the funding source. He added that he would like the integrative relationship between Assessment Center and Detention Center staff to continue.

Stevens said the County hasn't "stepped up" to fund the full scope of what it would like the Assessment Center to do.

Hitz said it may be possible to convince other entities such as law enforcement and the Nebraska Department of Health and Human Services (HHS) to contribute to funding if it is proven that there have been significant savings to their agencies.

The Board requested a breakdown of the F<sup>3</sup> and ICCU funding.

### **Salary for Juvenile Mental Health Director**

Schrepf distributed Office of Juvenile Mental Health Department Director Responsibilities (Exhibit G) and asked that her current salary of \$71,750 be increased to reflect her current job responsibilities.

The Board asked that the item be rescheduled, due to time constraints.

### **7 LINCOLN JOURNAL STAR EDITORIAL STAFF** - Kathleen Rutledge, Editor; Steve Thomas, Managing Editor; Peter Salter, City Editor; Gordon Winters, Opinion Page Editor

Brief introductions were made.

Campbell inquired about on-line readership.

Kathleen Rutledge, Lincoln Journal Star Editor, said the newspaper receives a significant number of "hits" on its website and is always looking for ways to provide additional information on-line.

Links to agenda items, budget documents and consultant reports were suggested.

Campbell said she would like to see a panel of readers discuss what they are looking for in terms of government news.

Hudkins asked how the paper determines what type of stories to cover for the County and how the Board might facilitate stories it believes are important.

Peter Salter, City Editor, explained that there are a number of criteria used to determine what stories to cover.

Rutledge encouraged the Board to contact the paper if important topics are being missed.

### **RETURNING TO ITEM 2C**

Mike Thurber, Corrections Director, appeared and explained that a bank of high recovery units is not a viable option, due to space limitations.

**MOTION:** Hudkins moved and Campbell seconded to authorize Corrections to replace the jail kitchen's hot water heater, utilizing the Natkin Company.

In response to a question from Stevens, Kathy Smith, Assistant Purchasing Agent, appeared and explained that competitive bids were received as part of the unit price contract process.

Hudkins said he would like the unit price contract expanded, when it comes up in April, 2003, to include at least two contractors in each category.

**ON CALL:** Hudkins, Workman, Campbell and Stevens voted aye. Motion carried.

**8 JUVENILE JUSTICE REVIEW COMMITTEE RECOMMENDATION FOR NEBRASKA CRIME COMMISSION GRANT APPLICATIONS** - Ann Hobbs, Juvenile Justice Coordinator

Ann Hobbs, Juvenile Justice Coordinator, reviewed a recommendation from the Juvenile Justice Review Committee to submit 14 grant requests totaling \$526,833 to the Nebraska Crime Commission to fund areas of the Juvenile Justice System (see agenda packet), noting the only grant requiring County match is the Minority Outreach Project (match in the amount of \$17,626). She said the committee deemed this program important because 55% of youth in detention are minority youth.

Dave Johnson, Deputy County Attorney, said Kit Boesch, Human Services Administrator, has requested a County Attorney's opinion regarding whether the County can provide "Try Another Way" (project to identify and meet the unmet needs of female juvenile offenders ages 10-17) curriculum on a statewide basis.

**MOTION:** Stevens moved and Workman seconded to authorize Kit Boesch, Human Services Administrator, to prepare the grant request documents, with the exception of the "Try Another Way" challenge grant, and to bring them back for Board action. Stevens and Workman voted aye. Campbell abstained from voting, due to a potential conflict of interest. Hudkins abstained from voting. Motion failed due to the lack of a majority.

**9 ACTION ITEMS**

- A. Request from Families First & Foremost (F<sup>3</sup>) Grant Program for Advancement of Travel Expenses for Keri Wayne, Executive Director of Families Inspiring Families (\$183) and Teresa Marti, a family representative (\$183) for Attendance at the National Federation of Families for Children with Mental Health Conference in Washington D.C., November 22-24, 2002

**MOTION:** Campbell moved and Hudkins seconded approval.

Dave Johnson, Deputy County Attorney, said his office has concerns regarding advance payment, exposure to liability and payment without a contract.

**ON CALL:** Hudkins, Workman, Campbell and Stevens voted aye. Motion carried.

- B. Microcomputer Requests:
  - 1. C#2002-358 from Families First & Foremost (F<sup>3</sup>) Grant Program for \$299.49 from the F<sup>3</sup> Budget for One (1) Palm Vx and Pylon Pro Conduit Software

**MOTION:** Campbell moved and Hudkins seconded to hold the item and to request an explanation. Hudkins, Campbell, Stevens and Workman voted aye. Motion carried.

- 2. C#2002-366 from County Sheriff for \$6,709.86 from the Microcomputer Fund for Three (3) Pentium IV's, Three (3) 15" Flat Panel Monitors, Three (3) Ink Jet Printers and Software

**MOTION:** Campbell moved and Hudkins seconded to hold the item for one week to check whether regular monitors will suffice. Stevens, Workman, Campbell and Hudkins voted aye. Motion carried.

- C. Request for Cost and Time Estimate from Information Services for Mental Health Center Management Information System (MIS) Strategic Planning

**MOTION:** Campbell moved and Stevens seconded approval of the request and authorized a letter from the Chair. Stevens, Campbell, Workman and Hudkins voted aye. Motion carried.

- D. Request from Dave Kroeker, Budget and Fiscal Officer, to Attend Association of Government Accountants Seminar at Mahoney State Park in Ashland, Nebraska (\$100)
- E. Letter to Villages Regarding Sheriff Vehicles

**MOTION:** Campbell moved and Stevens seconded approval of Items 9D and 9E. Stevens, Campbell, Workman and Hudkins voted aye. Motion carried.

## 10 ADMINISTRATIVE OFFICER REPORT

- A. Lancaster County Agricultural Society's Community Advisory Committee

Campbell and Hudkins said they had provided Charles Willnerd, Lancaster County Agricultural Society President, with additional name suggestions.

- B. Meeting with Pension Consultant

The Board scheduled a Staff Meeting to discussion pension plan review on Tuesday, November 26, 2002 at 9 a.m.

C. Proposed Appointments to Juvenile Detention Center Advisory Committee

The Board scheduled the item on the November 12, 2002 Board of Commissioners Meeting agenda.

D. Infrastructure Finance Study Committee (Legislative Work Group)

Board consensus was to ask Don Thomas, County Engineer, whether he would be interested in serving as the County's representative. The Board also asked that Thomas and Eagan receive copies of all of the work group's materials.

E. Telephone System Message

Mark Bowen, Mayor's Chief of Staff, and Diane Gonzolas, Citizen Information Center, appeared and explained that a problem which resulted in a City message being played when County telephone calls were placed on hold has been corrected.

In response to a question from Campbell, Bowen said several City departments had been paying a fee to have played music when calls were placed on hold so the City has saved by moving to the department-wide message system (\$30 per month for all departments).

Campbell suggested that County departments be surveyed to see whether the County would benefit from such a system.

F. County Board Staffing

Board consensus was to notify the County Board's Operation ABLE worker that the Board has decided to explore other staffing alternatives and will not require her services after November 15, 2002. The Board asked that the Chief Administrative Officer, Deputy Chief Administrative Officer, and County Board Administrative Secretary discuss whether a part-time or full-time employee is needed and bring back a recommendation in one week. The Board will discuss the budget implications with the Budget and Fiscal Officer at the November 21, 2002 Staff Meeting.

Workman exited the meeting at 11:27 a.m.

G. Meridian Phone for Commissioner Workman

**MOTION:** Hudkins moved and Stevens seconded approval. Hudkins, Stevens and Campbell voted aye. Workman was absent from voting. Motion carried.

H. County Government Day (Thursday, November 14, 2002)

The Board asked Eagan to notify Dan Nolte, County Government Day Coordinator, that it will be unable to meet with participants due to a scheduling conflict.

- I. Trade of Lot 111 as Consideration for Acquisition of Property for Parking Lot

The Board discussed using an irregular tract at the intersection of Park Boulevard and Van Dorn Street (legally described as Lot 111), as trade for properties owned by B & J Partnership, Ltd. at 902 "K" Street and 400 South 9<sup>th</sup> Street.

- J. Agenda for Tri-County Meeting (November 14, 2002)

Eagan said agenda items include legislative issues, criminal justice costs, and Health Insurance Portability & Accountability Act (HIPAA).

### **RETURNING TO ITEM 10I**

Don Killeen, County Property Manager, appeared and discussion on whether the County could use Lot 111 as trade for properties owned by B & J Partnership, Ltd. at 902 "K" Street and 400 South 9<sup>th</sup> Street resumed.

Board consensus was to have Commissioner Hudkins and Killeen meet with Doug Cyr and Dave Johnson, Deputy County Attorneys, and Mike Thew, Chief Deputy County Attorney, to resolve the issue of whether Lot 111 needs to be listed as surplus property.

## **11 ADJOURNMENT**

**MOTION:** Hudkins moved and Stevens seconded to adjourn the meeting at 12:10 p.m. Hudkins, Stevens and Campbell voted aye. Workman was absent from voting. Motion carried.

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Bruce Medcalf  
County Clerk